

# Agenda Item Form

Agenda Date: 09/14/04

Districts Affected: All

Dept. Head/Contact Information: Museum of Art, Becky Duval-Reese, (915) 532-1707

## Type of Agenda Item:

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Resolution                                      | <input type="checkbox"/> Staffing Table Changes              | <input type="checkbox"/> Board Appointments        |
| <input type="checkbox"/> Tax Installment Agreements                      | <input type="checkbox"/> Tax Refunds                         | <input type="checkbox"/> Donations                 |
| <input type="checkbox"/> RFP/ BID/ Best Value Procurement                | <input type="checkbox"/> Budget Transfer                     | <input type="checkbox"/> Item Placed by Citizen    |
| <input type="checkbox"/> Application for Facility Use                    | <input type="checkbox"/> Bldg. Permits/Inspection            | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements                           | <input checked="" type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application         |
| <input checked="" type="checkbox"/> Other <u>Independent Contractors</u> |  |  |

## Funding Source:

- ☐ General Fund
- ☐ Grant (duration of funds: \_\_\_\_\_ Months)
- ☒ Other Source: Restricted Account- funds from class fees

## Legal:

- ☐ Legal Review Required      Attorney Assigned (please scroll down): Lupe Cuellar      ☒ Approved      ☐ Denied

Timeline Priority: ☒ High      ☐ Medium      ☐ Low      # of days: \_\_\_\_\_

## Why is this item necessary:

Contract teachers for fall art classes which begin in September.

## Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

Instructors' salary which they are paid only if the class has enough students to cover supplies, salary and other fees

## Statutory or Citizen Concerns:

None anticipated

## Departmental Concerns:

None anticipated

## RESOLUTION

### BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Mayor be authorized to sign a Contract between the **CITY OF EL PASO** and the following individuals to teach art classes and/or adult studio classes at the Museum of Art, from September 15, 2004 through December 31, 2004.

1. **WENDY BURTZ**, \$20.00 hourly rate, not to exceed 5 hours per week.
2. **MILES DOYLE**, \$20.00 hourly rate, not to exceed 5 hours per week.
3. **RONALD P. FRITSCH**, \$20.00 hourly rate, not to exceed 5 hours per week.
4. **MARTHA A. GARCIA**, \$20.00 hourly rate, not to exceed 5 hours per week.
5. **ROSIE JONES**, \$20.00 hourly rate, not to exceed 5 hours per week.
6. **SUSAN LIGHT**, \$20.00 hourly rate, not to exceed 5 hours per week.
7. **MARIE LIVINGSTON**, \$20.00 hourly rate, not to exceed 5 hours per week.
8. **MARY LONG**, \$20.00 hourly rate, not to exceed 7 hours per week.
9. **JACQUE PARKS-MAPES**, \$20.00 hourly rate, not to exceed 5 hours per week.
10. **MITSU OVERSTREET**, \$20.00 hourly rate, not to exceed 5 hours per week.
11. **MARY ALICE PAYAN-HEIM**, \$20.00 hourly rate, not to exceed 5 hours per week.
12. **GEORGE RODRIGUEZ**, \$20.00 hourly rate, not to exceed 5 hours per week.
13. **JANINE RUDNICK**, \$20.00 hourly rate, not to exceed 5 hours per week.
14. **TRACY SPEAKER**, \$20.00 hourly rate, not to exceed 7 hours per week.
15. **MIGUEL VALENZUELA**, \$20.00 hourly rate, not to exceed 5 hours per week.

APPROVED this 14th day of September, 2004.

THE CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **WENDY BURTZ**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.     SCOPE OF SERVICES.   The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Exploration in Art" classes, plan supplies needed, create lesson plans , facilitate the lessons in the classroom and serve as backup instructor for all classes and workshops.

2.     TIME OF PERFORMANCE.   The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.     COMPENSATION AND METHOD OF PAYMENT.   The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum of 5 hours per week. The City will provide no fringe benefits. Contractor agrees that at no time will shee make a claim against the City for more than the rate provided under the terms of this contract.

4.     LOCATION OF PERFORMANCE.   The places where such services are to be performed is at the Museum of Art, in the City and County of El Paso, Texas, or such other places as may be necessary to fulfill the terms of this Contract.

5.     INDEPENDENT CONTRACTOR RELATIONSHIP.   Nothing herein shall be

construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. NOTICE. Any notices required under this contract shall be sufficient if sent by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the

Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Wendy Burtz

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso,  
Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Wendy Burtz

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

# WENDI BURTZ

## EDUCATION:

Saint Mary College  
Degree: Bachelor of Arts

Leavenworth, Kansas  
Graduation: December 1999

## WORK EXPERIENCE:

### El Paso Country Day School

8/01 - present

Teacher

Job duties: develop and implement lesson plans and curriculum for middle and high school students in a variety of classes (English, Geography, Physical Education, Photography and Fine Arts).

### Hospice of El Paso

3/01 - 8/01

Administrative Assistant

Job duties: maintained data base program Raiser's Edge, developed systems of operation for the Foundation Office, assisted in Capital Campaign and other administrative duties as assigned.

### Battle Command Training Program

6/00 - 2-01

Travel Point of Contact/Office Assistant

Job duties: filing, scanning and manipulating scanned material, develop and maintain Excel spreadsheets, analyze budget information, process and handle all travel orders for the soldiers in the BCTP on Ft. Leavenworth and other supporting military personnel and other administrative duties as assigned by my civilian and military superiors.

### Oasis Café

12/98 - 2/01

Server/Catering Assistant

Job duties: utilize skills such as customer service, managerial responsibilities, multi-tasking, time management, eye for detail, and training.

### Carnegie Arts Center

6/99- 2/01

Art Instructor/Programs Assistant

Job duties: prepare lesson plans for and teach various levels of art to children ages 3 to 12. Manage front desk activities, answer phones, organize mailings, file, assist with Public Relations and community involvement of the Art Center, handle paperwork for the students and any other duties as assigned.

### SUCEED

10/00-2/01

Art Instructor

Job duties: teach art to "at risk" students in the public schools through a government funded after school program.

### Saint Mary College Art Program

8/98 - 12/99

Art Intern

Job duties: prepare promotional material: announcements and flyers using both PC and Macintosh software (Adobe Illustrator, Photoshop, Clarisworks, Microsoft Word, Pagemaker, QuarkXPress), ceramics studio assistant, cataloged and oversaw slide collection, and other administrative support duties as assigned.

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **MILES DOYLE**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.     SCOPE OF SERVICES.   The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Handbuilding with Clay" classes, plan supplies needed, create lesson plans and facilitate the lessons in the classroom.

2.     TIME OF PERFORMANCE.   The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.     COMPENSATION AND METHOD OF PAYMENT.   The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum of 5 hours per week.   The City will provide no fringe benefits.   Contractor agrees that at no time will he make a claim against the City for more than the rate provided under the terms of this contract.

4.     LOCATION OF PERFORMANCE.   The places where such services are to be performed is at the Museum of Art, in the City and County of El Paso, Texas, or such other places as may be necessary to fulfill the terms of this Contract.

5.     INDEPENDENT CONTRACTOR RELATIONSHIP.   Nothing herein shall be

construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. NOTICE. Any notices required under this contract shall be sufficient if sent by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the

Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Miles Doyle

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso,  
Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Miles Doyle

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

## **Curriculum Vitae**

**Miles Doyle**  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

### **Education**

- Bachelor of Fine Arts, The University of Texas at El Paso—Major area of concentration-Ceramics, Minor area of concentration-Drawing. Spring 2005 (pending)
- Diploma, El Paso High School, Spring 1999

### **Awards**

- The El Paso Community Foundation (EPCF) Margaret Pearson Scholarship—2002, University of Texas at El Paso, El Paso, TX.
- Barrett Endowed Scholarship—Best Freshman Drawings, Freshman Scholarship Competition, 2000, Pratt Institute, Brooklyn, N.Y.
- Presidential Merit Scholarship—1999, Pratt Institute, Brooklyn, N.Y.

### **Contracts**

- Logo design for Piñata Publishing Company, El Paso, TX. 2003
- Logo design for Catholic Campus Ministry, University of Texas at El Paso. 2002
- Logo design for Parallel Solutions; Print and Online Publishers, El Paso, TX. 2000

### **Work Experience**

- Internship-Johnson Atelier, Trenton, N.J. Paint and Patina Dept. Summer 2000

### **Teaching Experience**

- Teaching Assistant, Ceramics/ Department of Art, University of Texas at El Paso- Fall 2002 to present.
- Teaching Assistant, Confirmation I, Saint Patrick's Cathedral- Fall 2002-Spring 2003.
- Permanent Substitute Teacher, Choir, Alamo Elementary (pre-k through 5<sup>th</sup>)- March 2002-May 2002.

## **Community Service**

- Chinati Open House 2003, student volunteer/ exhibition monitor, Marfa, TX.

## **Skills and Related Experience**

- Experience with:
  1. Clay and Glaze mixing and testing
  2. Kiln building (assistant for the design, brick laying, and steel reinforcement for wood burning coffin kiln)
  3. Wood, Gas, Forced Air and Electric kiln firing
  4. Mold Making and Slip Casting
  5. Wheel Thrown Functional Pottery
  6. Ceramic Sculpture
  7. Welding
  8. Paint and Patina for Sculpture
  9. Oil, Acrylic, and Latex paints
  10. Canvas Stretching and Priming
  11. Traditional Drawing Mediums
  12. Bookmaking
  13. Computer Animation

## **Other**

- Various Pottery Sales, University campus- 2002, 2003

## **References**

- Vincent Burke  
Ceramics Professor, University of Texas at El Paso

[REDACTED]  
[REDACTED]

- Paul Villalba  
Attorney

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

- Donald Baumgardt  
Publisher

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **RONALD P. FRITSCH**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.     SCOPE OF SERVICES.   The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Working With Watercolor and Acrylic Painting" classes, plan supplies needed, create lesson plans and facilitate the lessons in the classroom.

2.     TIME OF PERFORMANCE.   The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

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9. NOTICE. Any notices required under this contract shall be sufficient if sent

by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Ronald P. Fritsch

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso, Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Ronald P. Fritsch

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

# RONALD P. FRITSCH

## EMPLOYMENT

SANDERS, WINGO, GALVIN & MORTON ADVERTISING, INC.

*Senior Creative Director, 1986 - Present*

Interface with account teams and clients on various advertising projects, including coordinating with copy writers for development of creative concepts and executing those concepts into the final presentation stages. Responsible for designing and producing various print jobs for clients such as the University of Texas at El Paso, Petro Stopping Centers, Price & Creameries, Sidney Schlusberg Loose Diamond Company, TVO Realty Partners (European market) and EPT Management Company.

LAS CRUCES SUN-NEWS

*Art Director and Graphic Designer, 1980 to 1986*

Responsible for the Art Department and its functions, the Classified Ad Department and the Composing Department, as well as advisor and assistant to the sales staff. Duties also included all editorial illustrations.

FRITSCH GRAPHICS AND DESIGN

*Freelance Commercial Artist, 1973 to 1986*

Created illustrations for building designs and silkscreen designs for T-shirts. Designed logos for various companies, brochures, original paintings and other print material.

COLLEGE OF CONTINUING EDUCATION AND NON-TRADITIONAL PROGRAMS

*Instructor, 1976 to 1980*

Taught Fundamentals of Drawing, Watercolor and Painting, demonstrating a variety of techniques for traditional and non-traditional styles.

NEW MEXICO STATE UNIVERSITY

*Instructor of Print-making, 1976 to 1978*

Taught the basics of print-making, including Intaglio, engraving, etching, lithography and silkscreen.

## EDUCATION

NEW MEXICO STATE UNIVERSITY

*M.A. with Highest Honors in Painting and Drawing, May 1976*

*B.F.A. with Honors in Fine Art, May, 1974*

## HONORS AND APPOINTMENTS

- ✧ Phi Kappa Phi
- ✧ President of the Board for Religious Education, Immaculate Heart of Mary Cathedral
- ✧ Recipient of numerous New Mexico Press Association Awards
- ✧ Recipient of numerous Gold Addy Awards for logos, POPs and brochures
- ✧ Donated time to the UTEP Sports program by illustrating the covers and posters for the media guide programs
- ✧ Artwork featured in national, regional and local publications, including books, films and newspapers

## SKILLS

- ✧ Proficient in most computer graphics programs and systems
- ✧ Skilled in traditional and modern graphics methods
- ✧ Skilled in fine art techniques, including oils, acrylics, watercolors and airbrush

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **MARTHA A. GARCIA**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.     SCOPE OF SERVICES.   The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Adult Wheel Throwing" classes and Backup instructor for "Kids Clay" and "Mixed Media for TOTS", plan supplies needed, create lesson plans and facilitate the lessons in the classroom.

2.     TIME OF PERFORMANCE.   The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.     COMPENSATION AND METHOD OF PAYMENT.   The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum of 5 hours per week. The City will provide no fringe benefits. Contractor agrees that at no time will she make a claim against the City for more than the rate provided under the terms of this contract.

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9. NOTICE. Any notices required under this contract shall be sufficient if sent

by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Martha A. Garcia

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso, Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Martha A. Garcia

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

# MARTHA A. GARCIA

## OBJECTIVE

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Work as a permanent Sales Clerk at the El Paso Museum of Art store in order to enrich both my retail experience and my educational background in Fine Arts.

## SUMMARY OF QUALIFICATIONS

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### *Target Greatland Stores - seasonal*

- Cashier
  - Daily set-ups and large seasonal changes.
- Plano-gram Team
  - Followed plano-grams sent from home office in different departments.

### *Ysleta Independent School District - 4 years*

- Teacher's Aide II
  - Assisted teacher with Pre-K aged children.
  - Created art extensions for each lesson using different mediums.
  - Used art extensions to enhance children's social and vocabulary skills.
  - Daily attendance recording.
  - Tested children's skills.
  - Used music for educational purposes.
  - Responsible for decorating bulletin boards, creative play area according to themes and children's generated artwork.
  - Responsible for decorating cafeteria/auditorium, main hallway for Camp Literacy.

### *Demo & Sales - 10 years*

- Sales Consultant.
  - Responsible for beginning and ending inventory on products demonstrated.
  - Reviewed products and prepared presentations for demonstration purposes.

### *Memory Keeper - 4 months*

- Sales Clerk
  - Cashiering
  - Guide customers in designing scrapbooks pages.
  - Responsible for sample pages used for displays.
  - Chalking class instructor.

## EDUCATION

Graduate El Paso Community College, 1987  
Associates in Commercial Art

University of Texas at El Paso, presently attending (Senior)  
Major - Ceramics, Minor - Art Education

## ACCOMPLISHMENTS

Member of C.A.S.A - Ceramics Arts Student Association  
Artwork selected for UTEP Student Art Show, 2001 and 2002  
UTEP Professor requested my experience in display setup to help setup art shows.

## REFERENCES

Furnished upon request

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **ROSIE JONES**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.     SCOPE OF SERVICES.   The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Weave With Me" classes, plan supplies needed, create lesson plans and facilitate the lessons in the classroom.

2.     TIME OF PERFORMANCE.   The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.     COMPENSATION AND METHOD OF PAYMENT.   The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum of 5 hours per week. The City will provide no fringe benefits. Contractor agrees that at no time will she make a claim against the City for more than the rate provided under the terms of this contract.

4.     LOCATION OF PERFORMANCE.   The places where such services are to be performed is at the Museum of Art, in the City and County of El Paso, Texas, or such other places as may be necessary to fulfill the terms of this Contract.

5. INDEPENDENT CONTRACTOR RELATIONSHIP. Nothing herein shall be construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. NOTICE. Any notices required under this contract shall be sufficient if sent

by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Rosie Jones

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso, Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Rosie Jones

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

### *Resume for Rosie Chavarria Jones*

**Personal background:**

- \* is married to Mark Jones ( 24 yrs. )
- \* is the mother of eight children ages 23 - 10 yrs.
- \* is a native of El Paso, Texas and has lived the last 12 years in La Mesa, New Mexico
- \* graduated from **Loretto Academy** in 1968; **UTEP** in 1974 with BS in Elem. Ed.
- \* attained a Bilingual Certification in 1976 through the El Paso ISD

### Teaching Experience:

- \* taught 9 yrs. in the El Paso, Canutillo & Ysleta ISD, teaching primarily 1st grade
- \* taught ESL in the Canutillo ISD for 2 yrs. to adults in evening classes(1987-89)
- \* homeschooled her 8 children since 1985 to present; 3 @ NMSU- 5 to go
- \* taught with the Tres Mano program - a CAA program out of Las Cruces, NM for 1 yr. - spinning instructor to women of the colonias in San Miguel, NM(Nov. 02-03)

**Weaving/Spinning Experience:**

- \* learned spinning & weaving in 1999 from a master weaver & was given a Sumasil Grant for women to start a business in textiles; own & operate self-business demonstrating & selling handwoven, handspun yarns & items to customers
- \* Associates a Mano is the business the Joneses have had for 9 yrs.
- \* own 3 Angora goats & use mohair to spin, dye, & weave - have done workshops for school-age children & adults, demonstrating the process at the workshop
- \* in the past year, gave several demonstrations of the work involved in the whole process to children from the Canutillo & Gadsden School Districts
- \* Nick Miller - KTSM - 9 NEWS anchorman did segment for *On The Road* at the Jones weaving shop featuring goats & artisan : handspinning, dyeing, & weaving mohair fleece
- \* just completed co-authoring a child's book on the whole process of hand spinning, dyeing & hand weaving

## Rosie Chavarria Jones

~~\_\_\_\_\_~~

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **SUSAN R. LIGHT**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.     SCOPE OF SERVICES.   The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Holiday Jubilee" family workshop , plan supplies as needed, create lesson plans , facilitate the lessons in the classroom and serve as backup instructor for all classes and workshops.

2.     TIME OF PERFORMANCE.   The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.     COMPENSATION AND METHOD OF PAYMENT.   The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum of 5 hours per week. The City will provide no fringe benefits. Contractor agrees that at no time will she make a claim against the City for more than the rate provided under the terms of this contract.

4.     LOCATION OF PERFORMANCE.   The places where such services are to be performed is at Museum of Art, in the City and County of El Paso, Texas, or such other places as may be necessary to fulfill the terms of this Contract.

5.     INDEPENDENT CONTRACTOR RELATIONSHIP.   Nothing herein shall be

construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. NOTICE. Any notices required under this contract shall be sufficient if sent by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the

Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Susan R. Light

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso,  
Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Susan R. Light

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

# Susan R. Light



## Education

- 1974 Bachelor of Arts Social Sciences  
UTEP
- 1989 Elementary Certification  
UTEP

## Teaching Experience

- 1986 – 1991 El Paso Country Day School  
First Grade
- 1991 – 1999 El Paso Independent School District  
Alamo School Kindergarten
- 2000 – present Escuela Montessori Del Valle  
Second and Third Grades  
First – Third Grade Art and Botany
- 2003 – present El Paso Museum of Art  
Classes for children ages 6 - 12

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **MARIE LIVINGSTON**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.     SCOPE OF SERVICES. The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Mixed Media for TOTS" classes, plan supplies needed, create lesson plans and facilitate the lessons in the classrooms.

2.     TIME OF PERFORMANCE. The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.     COMPENSATION AND METHOD OF PAYMENT. The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum of 5 hours per week. The City will provide no fringe benefits. Contractor agrees that at no time will she make a claim against the City for more than the rate provided under the terms of this contract.

4.     LOCATION OF PERFORMANCE. The places where such services are to be performed is at the Museum of Art, in the City and County of El Paso, Texas, or such other places as may be necessary to fulfill the terms of this Contract.

5. INDEPENDENT CONTRACTOR RELATIONSHIP. Nothing herein shall be construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. NOTICE. Any notices required under this contract shall be sufficient if sent

by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Marie Livingston

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso, Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Marie Livingston

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

# Marie Livingston

██████████  
██████████, TX 79901  
██████████

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## Objective: Museum School Instructor

### Highlights of Qualifications

- Previous experience as instructor at Museum
- Currently a docent at Museum
- Strong background in Art

### Professional Experience

#### **El Paso Museum of Art, El Paso, TX** *Instructor of Art*

2000 - Present

This spring I was a teacher with the neighborhood schools project. An amazing experience for me and the kids. I realized with that project just how much the museum facilities and classrooms could contribute to community here in El Paso. It was very rewarding to be able to combine what the museum had to offer with what the children were working on in their classrooms, specifically the TAAS tests skills. I also taught Art Camp during the spring and summer, Girl Scout Workshops and various Look and Do projects.

#### **El Paso Museum of Art, El Paso, TX** *Instructor of Art*

1998-1999

Developed and taught classes for adults in Papermaking and Handbuilding with Clay, when Museum first opened in new location.

#### **Arts Resources Department, El Paso, Tx.**

1996-1998

Artist-in-residence Papermaking workshops in El Paso Schools. Prior to this program, I presented these workshops on a volunteer basis for over a decade.

#### **Prints Charming Custom Framing**

1994-2000

Custom Framing Designer and Art Researcher. Also placed orders for materials, supplies and artwork.

### Education

Bachelor of Fine Arts, Ceramics and Sculpture - UTEP

1983

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO   )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **MARY LONG**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.     SCOPE OF SERVICES.   The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Adult Workshop (Portraits and Charcoal), Animal Sketchin' " family workshops, plan supplies needed, create lesson plans, facilitate the lessons in the classroom and serve as back-up instructor for all classes and workshops.

2.     TIME OF PERFORMANCE.   The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.     COMPENSATION AND METHOD OF PAYMENT.   The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum of 7 hours per week. The City will provide no fringe benefits. Contractor agrees that at no time will she make a claim against the City for more than the rate provided under the terms of this contract.

4.     LOCATION OF PERFORMANCE.   The places where such services are to be performed is at the Museum of Art, in the City and County of El Paso, Texas, or such

other places as may be necessary to fulfill the terms of this Contract.

5. INDEPENDENT CONTRACTOR RELATIONSHIP. Nothing herein shall be construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. NOTICE. Any notices required under this contract shall be sufficient if sent by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

---

CONTRACTOR: Mary Long

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso, Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Mary Long

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

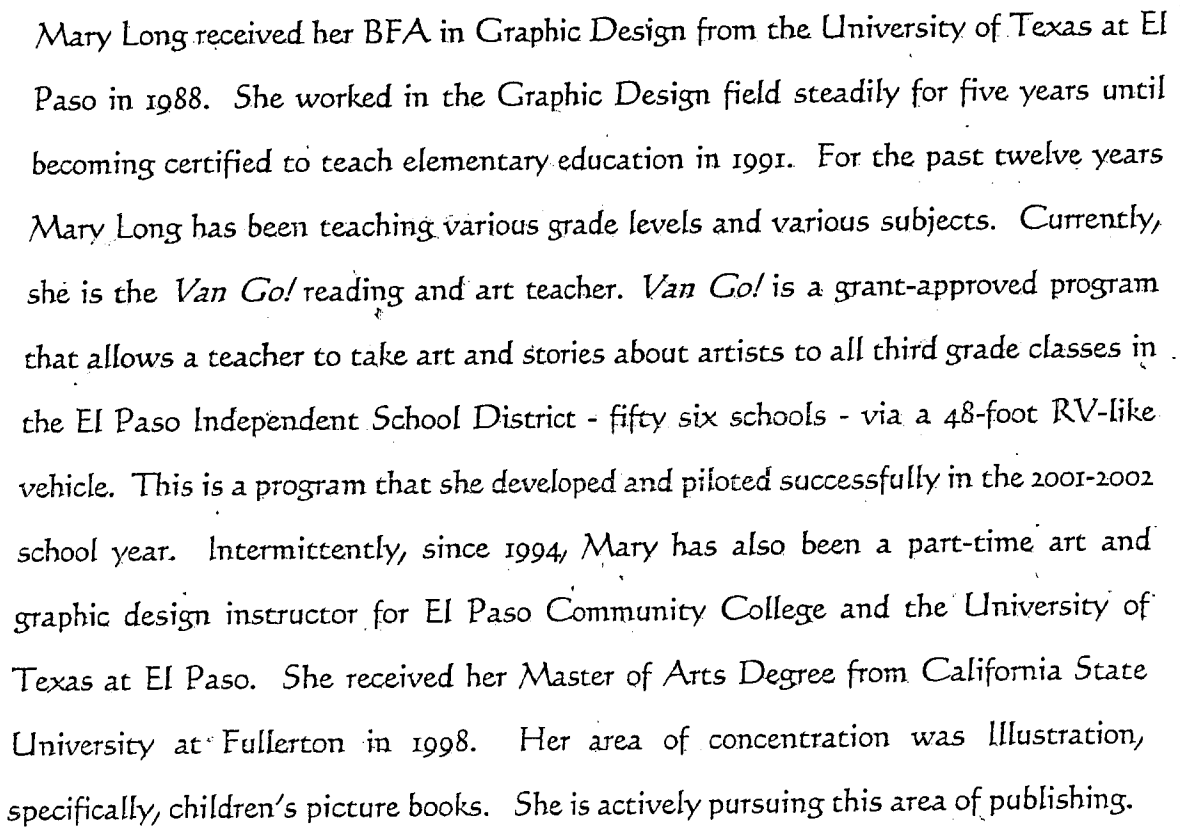
\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

[REDACTED]  
 [REDACTED]



STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **JACQUE PARKS-MAPES**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.    SCOPE OF SERVICES.    The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Art Appreciation with the Modern Masters" classes, plan supplies needed, create lesson plans, facilitate the lessons in the classroom and serve as backup instructor for all classes and workshops.

2.    TIME OF PERFORMANCE.    The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.    COMPENSATION AND METHOD OF PAYMENT.    The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum of 5 hours per week. The City will provide no fringe benefits. Contractor agrees that at no time will shee make a claim against the City for more than the rate provided under the terms of this contract.

4.    LOCATION OF PERFORMANCE.    The places where such services are to be performed is at the Museum of Art, in the City and County of El Paso, Texas, or such

other places as may be necessary to fulfill the terms of this Contract.

5. INDEPENDENT CONTRACTOR RELATIONSHIP. Nothing herein shall be construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. **NOTICE.** Any notices required under this contract shall be sufficient if sent by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Jacque Parks-Mapes

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso, Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Jacque Parks-Mapes

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

# JACQUE PARKS-MAPES

## OBJECTIVE

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Position at the El Paso Museum of Art.

## EXPERIENCE

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- Visual Arts Teacher for Gadsden Independent School District
  - 2003-Present
- Art teacher & substitute (when on intersession for GISD) for Our Lady of Mount Carmel
  - 2002-Present
- Student at University of Texas at El Paso while working at Speaking Rock Casino as cocktail waitress (El Paso, Texas)
  - 1997-2002

## EDUCATION

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- B.A. English & American Literature,
- Minor in Art History from  
The University of Texas at El Paso 2003
- 15 hours towards Master's in Elementary Education with an emphasis on Art from the University of Phoenix, New Mexico (Santa Teresa).  
Planning to pursue Ph.D. in Art History at New Mexico State, Fall 2005

## INTERESTS

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Family, art history, painting, reading, music and the outdoors.

## PERSONAL & PROFESSIONAL REFERENCES

---

Reyes Valtierra, Principal Riverside Elementary GISD 505-589-1663

Toni Jacquez, Principal Chaparral Elementary GISD 505-824-4733

Crecensio Cordona, Principal Berino Elementary GISD 505-882-2242

Jeannie Bartling, Art Teacher, Mentor Teacher & Arts Council for GISD  
(Chaparral Elementary) 505-824-4733 & 505-522-0187

Jacque Parks-Mapes

[REDACTED]

[REDACTED]

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **MITSU OVERSTREET**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.     SCOPE OF SERVICES.   The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Drawing Skills" classes, plan supplies needed, create lesson plans and facilitate the lessons in the classroom.

2.     TIME OF PERFORMANCE.   The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.     COMPENSATION AND METHOD OF PAYMENT.   The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum of 5 hours per week. The City will provide no fringe benefits. Contractor agrees that at no time will shee make a claim against the City for more than the rate provided under the terms of this contract.

4.     LOCATION OF PERFORMANCE.   The places where such services are to be performed is at the Museum of Art, in the City and County of El Paso, Texas, or such other places as may be necessary to fulfill the terms of this Contract.

5. INDEPENDENT CONTRACTOR RELATIONSHIP. Nothing herein shall be construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. NOTICE. Any notices required under this contract shall be sufficient if sent

by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Mitsu Overstreet

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso, Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Mitsu Overstreet

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04



Mitsu Overstreet

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

## Resume

### Education

California College of Arts and Crafts  
Bachelors Degree in Design Illustration  
2000

El Paso Community College  
Associates in Graphic Arts  
1997

### Experience

Freelance Graphic Artist  
June 2000 - present

Worked on numerous projects dealing with  
graphic print in El Paso, TX and for outside company's

*Mediums: (Digital) Photoshop, Pagemaker, Illustrator, Indesign  
Quark Express, Amorphium, Flash, Golive, Dreamweaver,  
Microsoft word, (Traditional) Acrylics, Pen & ink, Oil, Xerox,*

Fine Arts  
2000 - present

Showed works in El Paso, TX and in San Francisco, CA

*Mediums: Oil, Acrylics, Digital, Spray paint Mixed media*

Murals  
1988 - present

Created Murals for public and private viewing  
in El Paso, TX and in Alameda, CA

*Mediums: Latex, Spay paint, Digital, Acrylic*

Teaching  
July - August 1996

Worked as a teacher's aid for a summer grant program  
that taught 8th grade students how to produce a Mural

### Other Skills

Studied and completed works in mediums such as: Watercolor, Teracotta clay, collage, papier mâché,  
Wood Carpentry, Charcoal, India inks, Tempera

### References:

Bonnie Elliot  
El Paso Community Foundation  
[REDACTED]

Marie Otero  
Remedios Hair & Art Studio  
[REDACTED]

Laurdes Luna  
Kidsview Daycare  
[REDACTED]

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **MARY ALICE PAYAN-HEIM**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.     SCOPE OF SERVICES.   The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Mixed Media for Teens" classes, plan supplies needed, create lesson plans, facilitate the lessons in the classroom and serve as back-up instructor for all classes and workshops.

2.     TIME OF PERFORMANCE.   The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.     COMPENSATION AND METHOD OF PAYMENT.   The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum of 5 hours per week. The City will provide no fringe benefits. Contractor agrees that at no time will she make a claim against the City for more than the rate provided under the terms of this contract.

4.     LOCATION OF PERFORMANCE.   The places where such services are to be performed is at the Museum of Art, in the City and County of El Paso, Texas, or such other places as may be necessary to fulfill the terms of this Contract.

5. INDEPENDENT CONTRACTOR RELATIONSHIP. Nothing herein shall be construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. NOTICE. Any notices required under this contract shall be sufficient if sent

by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Mary Alice Payan-Heim

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso, Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Mary Alice Payan-Heim

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

## MARYALICE PAYAN-HEIM

### OBJECTIVE

To obtain a position as an art educator.

### EMPLOYMENT

CERTIFIED ART TEACHER (ALL LEVELS) E.P.I.S.D <i>Nolan Richardson Middle School</i> Fine Art Department Chair.	1997-1999 <i>El Paso, Texas</i>
CERTIFIED ART TEACHER (ALL LEVELS) E.P.I.S.D <i>Harold Wiggs Middle School</i>	1994 -1997 <i>El Paso, Texas</i>
CERTIFIED ART TEACHER (ALL LEVELS) E.P.I.S.D Andress High School	1987-1994 <i>El Paso, Texas</i>
CERTIFIED ART TEACHER (ALL LEVELS) E.P.I.S.D Canyon Hills Middle School	1978-1987 <i>El Paso, Texas</i>
SUMMER EMPLOYMENT-ART INSTRUCTOR EL PASO MUSUEM OF ART JUNIOR ART CENTER	1981 <i>El Paso, Texas</i>
CERTIFIED ART TEACHER (ALL LEVELS) E.P.I.S.D Henderson Jr. High	1977-1978 <i>El Paso, Texas</i>
CERTIFIED ART TEACHER (ALL LEVELS) E.P.I.S.D QUARTER SYSTEM: CORONADO HIGH SCHOOL BOWIE HIGH SCHOOL JEFFERSON HIGH SCHOOL	1976-1977 <i>El Paso, Texas</i>
CERTIFIED ART TEACHER (ALL LEVELS) E.P.I.S.D BURGESS HIGH SCHOOL	1971-1976 <i>EL PASO, TEXAS</i>
ASSISTANT REHABILITATION THERAPIST R.E. THOMASON GENERAL HOSPITAL (REHABILITATION DIVISION)	1969-1970 <i>EL PASO, TEXAS</i>
SOCIAL SERVICE COORDINATOR HOUSING AUTHORITY, CITY OF EL PASO	1968-1969 <i>EL PASO, TEXAS</i>

## EDUCATION

TEXAS EDUCATION AGENCY TEACHERS EXAMINATION OF CURRENT ADMINISTRATORS AND TEACHERS	1986
TEACHERS CERTIFICATE -ART ALL LEVELS UNIVERSITY OF TEXAS, EL PASO	1973 EL PASO, TEXAS
BACHELOR OF ARTS-ART ALL LEVELS UNIVERSITY OF TEXAS, EL PASO	1971 EL PASO, TEXAS
HIGH SCHOOL DIPLOMA BOWIE HIGH SCHOOL	1959 EL PASO, TEXAS

## PROFESSIONAL ORGANIZATIONS:

• ALPHA DELTA KAPPA	1955-1959
• ART EDUCATORS	1988-1999
• WHO'S WHO OF AMERICAN WOMEN	1993-1994 1998-2000
• TEXAS CONGRESS OF PTA (HONORARY LIFE MEMBERSHIP)	1981
• PTA MEMEBER	1970-1999
• ANDRESS HIGH SCHOOL TEACHERS' HONOR SOCIETY	1994
• NATIONAL ASSOCIATION OF ARTS AND LETTERS (NATIONAL GOLDEN MEDALLION AWARD)	1966
• EL PASO TIMES NEWSPAPER PRINTNG CORP. (EXCELLENCE AWARD)	1965
• EL PASO TIMES NEWSPAPER PRINTING CORP. (ART SCHOLARSHIP TO UTEP)	1965

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **GEORGE RODRIGUEZ**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.    SCOPE OF SERVICES.    The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Kids Clay" classes, plan supplies needed, create lesson plans and facilitate the lessons in the classroom.

2.    TIME OF PERFORMANCE.    The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.    COMPENSATION AND METHOD OF PAYMENT.    The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum 5 hours per week. The City will provide no fringe benefits. Contractor agrees that at no time will he make a claim against the City for more than the rate provided under the terms of this contract.

4.    LOCATION OF PERFORMANCE.    The places where such services are to be performed is at the Museum of Art, in the City and County of El Paso, Texas, or such other places as may be necessary to fulfill the terms of this Contract.

5. INDEPENDENT CONTRACTOR RELATIONSHIP. Nothing herein shall be construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. NOTICE. Any notices required under this contract shall be sufficient if sent

by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: George Rodriguez

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso, Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
George Rodriguez

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

**George Rodriguez**

[REDACTED]  
[REDACTED]  
[REDACTED]

**OBJECTIVE**

To obtain a position in which I may utilize my knowledge and skills of ceramics to assist my pursuit in art education.

**EDUCATION**

Del Valle High School  
950 Bordeaux  
El Paso, TX 79907  
(915) 434-3000  
Graduation: May 2001      GPA: 94.3

UTEP  
500 W University Av  
El Paso, TX 79968  
(915) 747-5000  
Projected Graduation: Dec. 2005      GPA: 3.4

**EMPLOYMENT  
EXPERIENCE**

Shoe Dept.      June 13, 2004 - present  
6101 Gateway West  
El Paso, TX 79925  
(915) 881-1141  
Assistant Manager

Foleys      February 04 – June 04  
8401 Gateway West  
El Paso, TX 79925  
(915) 225-6200  
Part Time Sales

Wild Pair      March 02 – February 03  
8401 Gateway West  
El Paso, TX 79925  
Floor Supervisor

Sam & Libby      May 99 – February 02  
8401 Gateway West  
El Paso, TX 79925  
Part Time Sales & Stock

**SKILLS AND  
EXPERIENCE**

Art Education Course  
- Art classroom visitations

Art Knowledge  
- painting  
- drawing  
- metals  
- design

Ceramics  
- sculpting  
- throwing  
- glazing  
- firing

Communication  
- public  
- business

**PERSONAL  
QUALIFICATIONS**

- |               |                  |
|---------------|------------------|
| - courteous   | - honest         |
| - responsible | - hard worker    |
| - reliable    | - good with kids |
| - friendly    | - motivated      |

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **JANINE RUDNICK**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.    SCOPE OF SERVICES.    The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate and instruct "Jewelry-Makin' " family workshop, plan supplies needed, create lesson plans, facilitate the lessons in the classroom and serve as backup instructor for all classes and workshops.

2.    TIME OF PERFORMANCE.    The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.    COMPENSATION AND METHOD OF PAYMENT.    The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum of 5 hours per week. The City will provide no fringe benefits. Contractor agrees that at no time will she make a claim against the City for more than the rate provided under the terms of this contract.

4.    LOCATION OF PERFORMANCE.    The places where such services are to be performed is at the Museum of Art, in the City and County of El Paso, Texas, or such other places as may be necessary to fulfill the terms of this Contract.

5. INDEPENDENT CONTRACTOR RELATIONSHIP. Nothing herein shall be construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. NOTICE. Any notices required under this contract shall be sufficient if sent

by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Janine Rudnick

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso, Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Janine Rudnick

APPROVED AS TO FORM:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

# Resume'

## Janine Rudnick

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

### Objective

To teach arts/crafts classes for the city of El Paso.

### Work/Volunteer Experience with Children

Mentor for Toshiba's Exploravision Science Contest team at Carlos Rivera Elementary School. Mentor 5<sup>th</sup> grade students. Current school year.

Writer for Carlos Rivera Elementary School monthly newsletter. Write columns about learning and the Internet. Current school year, 2001-2.

Children's Sunday School Director, Peace Lutheran Church. Direct children's choir, organize Sunday School courses, assist with Vacation Bible School. 1995-present.

Teacher and creator, Children's Craft Camp. Created appropriate lesson plans and taught arts and crafts to children ages 5-10. Summers 2000, 2001, 2002, Christmas 2001.

Coordinator, Children's Corner at the Texas Avenue Downtown Festival. Organized and ran children's corner at the annual festival, organized children's poster contest. Fall, 2001.

Instructor, "Expand Your Horizons" workshop. Taught PowerPoint to middle school girls. Fall, 2001.

Volunteer Teacher for Gifted and Talented Students, Carlos Rivera Elementary School. Prepared lessons and taught 2<sup>nd</sup> grade students. School year 1999-2000.

## **Work Experience**

Coordinator & Instructor, El Paso Community College, El Paso, TX. Coordinate English Speaking and Listening Discipline and teach ESL at Rio Grande Campus. Maintain ESAL speaking and computer labs and create PowerPoint tutorials for ESL students. 1994-present.

Trainer, Lone Star Communication & Training Consultants, El Paso. Started a business to train local businesses in communication skills. 1992-94.

Lecturer, University of Texas at El Paso, El Paso, TX. Taught Speech Communication courses. 1989-92.

Assistant Instructor. University of Texas at Austin, Austin, TX. Taught Speech Communication courses. 1985-89.

Lecturer, Sam Houston State University, Huntsville, TX. Taught Speech Communication courses. 1984-85.

Teaching Assistant, South Dakota State University, Brookings, SD. Taught Speech Communication courses. 1982-84.

## **Education**

Ph.D. (All but dissertation). University of Texas at Austin. Major: Speech Communication. 1985-89.

M.A. South Dakota State University, Brookings, SD  
Major: Speech Communication.  
Minor: Journalism  
1982-84

B.S. South Dakota State University, Brookings, SD  
Majors: Speech Communication, Political Science  
Minor: Journalism  
1978-82

**References available upon request**

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **TRACY SPEAKER**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.    SCOPE OF SERVICES.    The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Aid in teaching five teacher workshops under the direction of the Outreach Coordinator; write and present curriculum to teachers in Region 19; guide discussions and present information about connections between classroom curriculum and the Museum.

2.    TIME OF PERFORMANCE.    The services of Contractor are to take place from September 15, 2004 through October 31, 2004.

3.    COMPENSATION AND METHOD OF PAYMENT.    The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00), not to exceed seven (7) hours per workshop. The City will provide no fringe benefits. Contractor agrees that at no time will she make a claim against the City for more than the rate provided under the terms of this contract.

4.    LOCATION OF PERFORMANCE.    The places where such services are to be performed is at Museum of Art, in the City and County of El Paso, Texas, or such other places as may be necessary to fulfill the terms of this Contract.

5. INDEPENDENT CONTRACTOR RELATIONSHIP. Nothing herein shall be construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. NOTICE. Any notices required under this contract shall be sufficient if sent

by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Tracy Speaker

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso, Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Tracy Speaker

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

(Signatures continued on page 4)

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

## TRACY SPEAKER

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

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### TEACHING EXPERIENCE

**English Teacher**, Silva Magnet High School, El Paso, TX 2003-present  
Taught World Literature, a required course for all sophomores, American Literature, a required course all juniors and Advanced Placement Junior English.

**Instructor**, El Paso Community College, El Paso, TX 2003-present  
Taught ENGL 0310, a remedial writing course, and ENGL 1301, an introductory writing course.

**English Teacher**, Henry Ford Academy, Dearborn, MI 1999-2003  
Taught World Literature, a required course for juniors for two years. Worked collaboratively with the Global Studies instructor to design joint assessments. Taught Language Arts, a required course for all freshmen, for two years. Worked collaboratively with Civics and Economics instructor to design joint assessments. Also taught Senior Workshop, a required course for all twelfth grade students, for three years. In addition, designed and taught several elective courses, open to all students, such as Creative Writing, Advanced Literature and Remedial Reading/Writing.

**English Teacher**, East Lansing High School, East Lansing, MI 1998-1999  
Co-taught two sections of a junior level American Literature course; one section of a sophomore level English course; and one section of a freshmen writing course during the first semester of the internship. Assumed full responsibility during the second semester for all lesson plans, instruction, and evaluation in the above listed courses.

**Instructor**, Lansing Community College, Lansing, MI 1998-1999  
Taught a portfolio based course designed to strengthen the writing skills of the developmental writer in preparation for freshman composition. Responsible for all lesson planning, classroom instruction and grading in this writing intensive course.

**Teaching Assistant**, Michigan State University, East Lansing, MI 1995-1998  
Taught IAH 201, Integrative Arts and the Humanities: The United States and the World. Designed syllabus and selected texts for this humanities based course. Graded and evaluated all written work, including papers, quizzes, and journals completed via electronic mail. Conducted five classroom hours of instruction per week emphasizing American literature, history, music and art.

**Teaching Assistant**, Michigan State University, East Lansing, MI 1995-1996  
Co-taught ENG 445, American Literature from 1950 to the Present and ENG 265, Classical Myths and Literature. Designed syllabus, selected texts and course pack readings, responsible for grading and evaluating papers and presentations, in addition to leading weekly discussion groups.

#### CURRICULUM DESIGN EXPERIENCE

***Advanced Literature***, Henry Ford Academy, Dearborn, MI 2003  
Designed a ten-week elective course open to students who excel in Language Arts. Course emphasized whole class discussion and writing literary analyses.

***Developmental Writing***, Henry Ford Academy, Dearborn, MI 2002  
Designed and implemented a portfolio based course emphasizing basic writing skills in order to strengthen the abilities of students in the following areas: sentence structure, paragraph form and organization, brainstorming, outlining, drafting, peer editing and revising longer papers.

***Creative Writing***, Henry Ford Academy, Dearborn, MI 2002  
Designed a ten-week elective course open to all students to explore the following genres: non-fiction writing, short story writing, and poetry writing. Sponsored a school-wide literary magazine in conjunction with this course.

***Teacher Consultant***, Henry Ford Academy, Dearborn, MI 2001-2002  
With a colleague, re-designed the ninth and eleventh grade English curriculum to incorporate project-based instruction and authentic assessment opportunities.

***Senior Workshop***, Henry Ford Academy, Dearborn, MI 2001  
Wrote the curriculum for Senior Workshop, the third required component of the Senior Mastery Process, in which students identify their career interests and explore a career of their choice. In Senior Workshop, students write a twenty-page paper, create a product that demonstrates what they learned from their internship and present a final analysis of their research at a defense.

***Contemporary Literature***, Henry Ford Academy, Dearborn, MI 1999-2000  
Designed a humanities based ten-week elective open to all students that explores American literature, history, music and art from 1950-2000.

#### LEADERSHIP EXPERIENCE

***9<sup>th</sup> Grade Team Leader***, Henry Ford Academy, Dearborn, MI 2001-2003  
Supervised ninth grade teaching staff in the following areas: curriculum integration, incorporation of technology and discipline issues. Designed and implemented ninth grade student orientation.

***NCA Co-Chair***, Henry Ford Academy, Dearborn, MI 2001-2003  
Responsible for leading team members in the development of the school profile and implementation of the goals set.

***Visiting Team Member***, Lincoln Park High School, Warren, MI 2001-2002  
Responsible for evaluating the success of Lincoln Park High School's NCA goal to improve reading comprehension.

## **ACTIVITIES**

<i>Co-Advisor</i> , National Honor Society, Henry Ford Academy	2000-2003
<i>Advisor</i> , <i>Navigator News</i> , Henry Ford Academy	2001-2003
<i>Advisor</i> , Literary Magazine	2002
<i>Advisor</i> , Senior Council, Henry Ford Academy	2000-2001
<i>Co-Director</i> , Talent Show, Henry Ford Academy	1999-2000

## **AWARDS**

National Writing Project Fellowship	2002
Summit Award, Michigan Association of Public School Academies	2002
Governor's Excellence in Practice Award	2001
Somers Teaching Award, Michigan State University	1997-1998
Academic Fellowship, Michigan State University	1995-1998
Summer Research Opportunity Program Grant, Michigan State University	1993-1994

## **EDUCATION**

National Board Certified Teacher	2003
Michigan State University, East Lansing, MI Teacher Certification in English and Spanish	1999
Michigan State University, East Lansing, MI Master of Arts in Comparative Literature	1998
Universidad de Guanajuato, Guanajuato, MX Spanish Language, Literature and History courses	Summer 1996
Michigan State University, East Lansing, MI Bachelor of Arts in English	1994

STATE OF TEXAS       )  
                                  )  
COUNTY OF EL PASO    )

**INDEPENDENT CONTRACTOR CONTRACT**

This contract entered into by and between the **CITY OF EL PASO**, a home rule municipal corporation hereinafter referred to as "City," and **MIGUEL VALENZUELA**, hereinafter referred to as "Contractor," witnesseth:

**WHEREAS**, the City desires to engage the Contractor on behalf of the Museum of Art; and

**WHEREAS**, Contractor possesses the skills to render said services to the City;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1.     SCOPE OF SERVICES.   The Contractor shall perform the following services under the terms and conditions hereinafter stated, and the Contractor hereby accepts and agrees to perform such services:

Coordinate multiple Art history and studio classes, plan supplies needed, create lesson plans and facilitate the lessons in the classroom as backup instructor for all classes and workshops.

2.     TIME OF PERFORMANCE.   The services of Contractor are to take place from September 15, 2004 through December 31, 2004.

3.     COMPENSATION AND METHOD OF PAYMENT.   The Contractor shall be paid an hourly rate of Twenty and 00/100 Dollars (\$20.00) for a maximum of 5 hours per week. The City will provide no fringe benefits. Contractor agrees that at no time will he make a claim against the City for more than the rate provided under the terms of this contract.

4.     LOCATION OF PERFORMANCE.   The places where such services are to be performed is at the Museum of Art, in the City and County of El Paso, Texas, or such other places as may be necessary to fulfill the terms of this Contract.

5.     INDEPENDENT CONTRACTOR RELATIONSHIP.   Nothing herein shall be

construed as creating a relationship of employer and employee between the Parties. The City shall not be subject to any obligations or liabilities of the Contractor incurred in the performance of this contract unless otherwise herein authorized. The Contractor expressly agrees to indemnify and hold harmless the City for any and all liabilities and obligations incurred due to any breach of contract or negligent acts or omissions or other defalcations on the part of the Contractor.

6. LAW GOVERNING CONTRACT. For purposes of determining the place of the contract and the law governing the same, it is agreed that the contract is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in the courts of El Paso County, Texas.

7. TERMINATION. Either party may terminate this contract without cause after five (5) days written notice to the other party of the intention to terminate this contract, or at any time by mutual agreement of the parties. Should the City have cause to terminate this agreement, the contract may be terminated immediately upon notification to the Contractor of the cause for termination. The City shall have the right immediately to terminate the Contract for default if the Contractor violates any local, state, or federal laws, rules or regulations that relate to the performance of this Agreement.

8. COMPLETE AGREEMENT. This agreement constitutes and expresses the entire agreement between the parties hereto in reference to the personal services of the Contractor for the City, and in reference to any of the matters or things herein provided for, or hereinbefore discussed or mentioned in reference to such services, all promises, representations and understanding relative thereto herein being merged.

9. NOTICE. Any notices required under this contract shall be sufficient if sent by Certified Mail, Return Receipt Requested, postage prepaid, to the City or the

Contractor at the following addresses:

CITY: City of El Paso  
Museum of Art  
Attn: Director  
One Arts Festival Plaza  
El Paso, Texas 79901

CONTRACTOR: Miguel Valenzuela

**IN WITNESS WHEREOF** the parties have executed this agreement at El Paso,  
Texas this 14th day of September, 2004.

CITY OF EL PASO

\_\_\_\_\_  
Joe Wardy  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

CONTRACTOR:

\_\_\_\_\_  
Miguel Valenzuela

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Guadalupe Cuellar  
Deputy City Attorney

\_\_\_\_\_  
Becky Duval Reese, Director  
Museum of Art

APPROVED BY THE CIVIL SERVICE COMMISSION:

By: \_\_\_\_\_  
Secretary

Date: 9/9/04

# Miguel Alejandro Valenzuela

**Career Objective:** To pursue an exciting career, where my wisdom can be used to attain and surpass every goal, in order to mutually benefit my employer and myself.

## HIGHLIGHTS OF EXPERIENCE

- ⊙ Bilingual. Speak, read and write both English and Spanish fluently.
- ⊙ Knowledge of Design software such as Photoshop, Quark and Page Maker on PC.
- ⊙ Extensive computer proficiency in Word, Windows, Office, Internet and Corel Draw 11.
- ⊙ Successfully managed Outside Sales team in El Paso, Juarez and Chihuahua City.
- ⊙ Excellent communication skills, competence at all levels CEO, Plant Manager and Buyer.
- ⊙ Management of staff, purchasing, marketing, accounting, scheduling and daily duties.
- ⊙ Attended national trade shows, in order to acquire new accounts and to service existing ones.
- ⊙ Organized live concerts and promotional giveaways involving Sony, Virgin, Atlantic and Maveric.
- ⊙ Planned advertisement strategies via radio, television, newspaper and local fundraisers.
- ⊙ Telecommunication equipment, including PBX, Microwave Antennas and Spread Spectrum Radios

## EMPLOYMENT HISTORY

- 2002 & 2004      **Evergrand International** – Sales / Public Relations  
Duties: A two-month work-study program in Mainland China and Hong Kong. Attended high profile Canton Fair, worked and entertained high profile clients from WALMART, Michael's and Wilton Industries, also became familiar with Chinese business practices and language.
- 1999 – 2002      **Maramac Networks LLC** – International Sales Manager  
Duties: Sales team generating over 50% of sales. Organized and created proposals of up 1.5 million dollars and prospected for clients such as Thomson, Philips and Johnson Controls. Increased customer base and from 12 to 31 with average sales from \$90,000.00 to \$190,000.00.
- 1993 – 1999      **Planet Rock Music** – Partner/Owner  
Duties: Managed staff, worked on accounts payable/receivable and product purchasing. My business was very successful and became profitable within the first 6 months. Sales increase from \$9,000.00 to over \$160,000.00 per annum through the seven year I was in business.
- 1991 – 1993      **Levitz Furniture** – Accessories Manager/ Merchandiser  
Duties: Interior decoration of a 20,000 sq. ft. Showroom, in charge of over \$500,000.00 of product. Directed the purchasing of product for our location and the redistribution of accessories throughout S.W. region of the United States and attended Design, Accessories and Furniture fairs.

## COLLEGE EDUCATION

- 1997      **UNIVERSITY of TEXAS at EL PASO** – Graduate  
Degree: Bachelors of Fine Arts in Painting and Sculpture
- 2003      **NEW MEXICO STATE UNIVERSITY** – Student  
Attending Graduate School, working towards a Masters of Fine Arts

## SOCIAL ACTIVITIES

**Personal and Community** – The production, organization and participation in artistic events, community fundraisers and social functions. I travel as much as I can, conducting research for my artwork. This summer my focus is in Mexico and their culture but I will travel to China and visit their borders and interview locals. I will be opening an art gallery in El Paso late this summer.